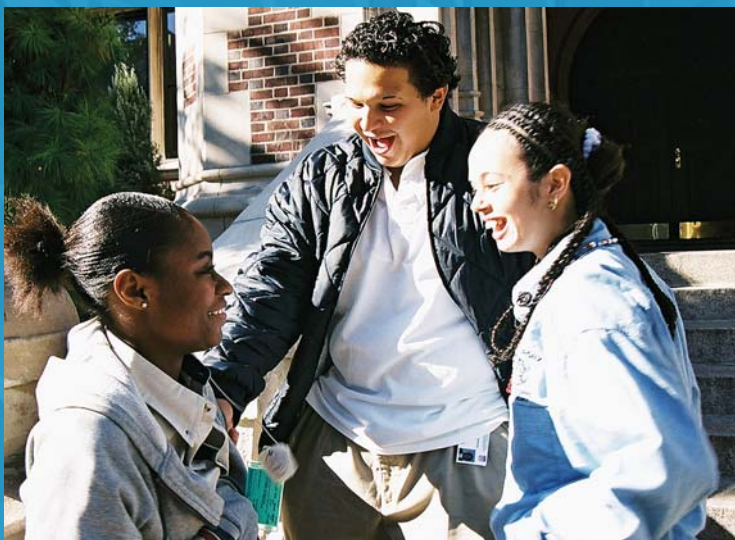


# WHAT IS JOB CORPS?





Look closely! Everyone pictured in this brochure is an actual Job Corps student or graduate.

# WHAT IS **JOB CORPS**?

Job Corps is a free, residential education and training program that each year helps 65,000 students ages 16 through 24 gain the experience they need to get a better job and take control of their lives. The program offers you an opportunity to learn a trade, the chance to get your high school diploma or GED and help you get a job. Job Corps also provides you with a career transition specialist whom you can call for help after you graduate.

Simply put, Job Corps provides you with an opportunity to develop the skills you need to succeed in a promising career.

## Are you ready for Job Corps?

Job Corps is committed to offering all students a safe, drug-free environment where they can take advantage of the resources provided. Like with any other educational program, Job Corps has rules to follow, including a Zero Tolerance Policy for drugs and violence.

## How much does it cost?

Job Corps is a federally funded program that will cost you nothing. When you join the program you will get paid a monthly allowance; the longer you stay with the program, the greater your allowance will be. Your spouse and/or dependent children can qualify for monthly allotments.

## How do I get there?

If you do not have transportation to the center you have chosen, Job Corps will provide it for you. Don't worry, your admissions counselor will make your travel arrangements and share all the details with you in advance.



## WHERE WILL I LIVE?

Each Job Corps center is unique. They all, however, have a campus-like setting. Most have dormitories where you will live. The dorms are divided into male and female sections, and depending on the center, you can have from one to eight roommates. Some centers also serve nonresidential students.

When you arrive on center, you will receive a student handbook and a schedule of activities. You will be asked to complete a variety of government forms. A designated buddy will then give you a tour and answer any questions you may have about the center or programs offered there. You will also be assigned to your dormitory room, where bed linens, bath towels and a locker will be provided.

### Can I leave at night or on weekends?

For students who live on center, a pass is required to leave. Passes are distributed to students for weekend visits with family or overnight trips off center. They are also given for holidays as well as any emergency situations that may arise. Each center has specific requirements that you must meet before you can “earn” a pass.

### Can I visit home?

Yes. Job Corps provides for visits home at Christmas and in July each year. Your parent or guardian is also welcome to visit the Job Corps center any time.

### What do I take with me?

These are items we recommend bringing with you:

- ▷ Personal care items such as shampoo, hairbrush, toothbrush and toothpaste
- ▷ Makeup, curling iron, electric razor or any other toiletries you may need
- ▷ Personal items such as an alarm clock, photos, radio and books
- ▷ Centers will provide trade uniforms. Bring everyday clothes to wear at the end of the training day.

### Is there anything I can't bring?

While Job Corps offers you an opportunity to bring certain personal items, they do not allow: cars, bikes, any clothing with offensive wording, weapons, expensive jewelry, expensive clothing, or any item that promotes drugs, alcohol or violence. During the training day students must wear the required training uniform.





SUCCESS LASTS A LIFETIME





# WHAT HAPPENS WHEN I GET THERE?

When you first get to your Job Corps center, you will work with teachers and staff to develop your own personal career development plan (PCDP). Your plan will help you to focus on your educational and training goals and will serve as your guide to what you will accomplish while you are in Job Corps. You will also work with Job Corps staff on your resumé and your job interview and job search skills – all in the first few weeks in the program. In addition, you will also work to master a variety of important computer skills that many jobs now require.

## COMPUTER SKILLS

Many employers want the people they hire to have specific word processing and other computer program experience. Using your PCDP as a guide, you will work with Job Corps staff to learn the computer skills that many employers are looking for when they hire new employees.

## RESUMÉ DEVELOPMENT

When you interview for a job almost all employers want to see whether or not you have the appropriate skills and experience. Job Corps staff will work with you to put together your own resumé that will show employers you have the knowledge and the training they need.

## INTERVIEW SKILLS

Often, employers decide who they are going to hire based on a personal interview. At Job Corps, you will work with staff to practice your interview skills so potential employers will know you are well-qualified and motivated to succeed.

## How long do I stay at Job Corps?

If you choose to enroll in Job Corps, your training can take from eight months to two years. Job Corps encourages students to remain in the program for at least a year. This will help you gain the knowledge, training and social skills needed to start a career and a new life. Students in advanced programs can stay up to three years, depending on the length of the program.

## Why does it take eight months to two years to get trained?

Job Corps is a self-paced program. You study and learn according to your own ability. It takes time to master the skills necessary to get a really good job. The important things in life don't always come easily.

## Why do I have to live at the Job Corps center?

The Job Corps program is designed to teach you about work and life, 24 hours a day, seven days a week. By living with others you will learn to get along with people from diverse backgrounds. These life skills will be essential to you when you enter the workforce. There are nonresidential slots available, usually for students who live near the center.



# HOW CAN JOB CORPS HELP ME GET **A BETTER JOB?**

Job Corps can help you get a better job by giving you the opportunity to learn the specific skills that employers look for. The personal career development plan you develop when you join the program will be your roadmap to a better job and a better life for you and your family.

## Train For A Career With A Real Future

You will begin by working with a counselor to develop a personal career development plan and choose an area in which you will train. Job Corps works hard to make sure all of the career areas from which students can choose offer good-paying job opportunities.

## Hands-on Training In Your Chosen Career Area

The training is hands-on at Job Corps, and staff work with real employers to make sure the skills you will learn are the ones employers are looking for when they hire new employees.

## Education + Training = Promising Career

Many employers today want their employees to have the specific skills that apply to their business as well as have a high school diploma or GED. At the same time you are learning important skills and gaining experience in your career area, Job Corps provides you with the opportunity to earn your high school diploma or GED. With training and education, you will be well-prepared for a promising career.

## Job Corps Will Help You Find A Job In Your Career Area

Job Corps staff work hard every day to find good-paying jobs for students. As you get ready to enter the working world, a Job Corps staff member will help you find a job that matches your training. You will work with your career transition specialist to practice your interview skills, finalize your resumé and find a good-paying job.



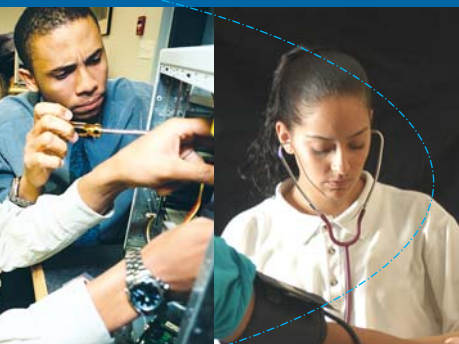


Training is available in  
the following career areas:\*

Automotive Repair  
Bricklaying  
Business Technology  
Carpentry  
Cement Masonry  
Certified Nursing Assistant  
Computer Service Technician  
Data Entry  
Electrician  
Facilities Maintenance  
Food Service  
Health Occupations  
Heavy Equipment  
    Mechanics/Operator  
Hotel Clerk  
Landscaping  
Manufacturing  
Material Handling  
Medical Office Support  
Network Cable Installer  
Painting  
Plumbing  
Retail Sales  
Security Officer  
Tile Setting  
Truck Driver  
Welding

...and more!

\*Career areas vary  
according to location.



# WHY IS JOB CORPS FOR ME?

If you want to begin a career with real opportunities for your future, Job Corps is for you. If you want the security of a good-paying job, Job Corps is for you. If you want more out of life, including a career that may one day allow you to own a home and buy a new car, Job Corps is for you. If you are motivated to work hard to have a better life, Job Corps is for you. If you are serious about taking control of your life, Job Corps is for you.

## Will I feel safe on center?

Job Corps is committed to your safety on center. We have a Zero Tolerance Policy for drugs and violence, meaning they are not tolerated. Any drug use or possession or any violent act is grounds for being sent home. All students are tested for drugs upon entering the program. In addition, theft or sexual misconduct is grounds for expulsion. Job Corps is concerned about your safety and wants to provide an environment that is supportive for people who want to learn.

## I've already got a job. Why do I need Job Corps?

Job Corps offers training for jobs that have a future that extends well beyond minimum wage. Job Corps centers work with employers to make sure your training is up to date and matches real jobs.

## Does Job Corps really help me find a job after I get trained?

Yes. You will be assigned a career transition specialist who will help you find work. To get the most help possible, it is important that the career transition specialist always has your phone number and address.





## WHO ARE THE OTHER JOB CORPS STUDENTS?

Job Corps students come from all over. One great advantage of being on center is the opportunity to learn about different cultures and to make friends with people you may not have met otherwise.

### Can I leave the program if I don't like it?

Yes. No one will keep you in Job Corps against your will. However, it is important that you make a commitment to give it your very best try before you enter the program.

### What is there to do at night or on weekends?

Most centers have a gym as well as a recreational hall with games. Some centers have specially arranged recreational activities such as sports events and visits to tourist sites. There are also TV rooms in each dorm. On weekends students travel to malls, movies and concerts.

## HOW DOES JOB CORPS HELP ME AFTER I **GRADUATE?**

Sometimes beginning a new career can be difficult. In order to succeed in your new job, you will have to find housing, transportation to and from work and possibly child care. For a year after you graduate, your Job Corps career transition specialist will stay in touch with you regularly to make sure things are going well. If you have a specific problem in your job, or need help finding housing or transportation, you can call a Job Corps staff member and they will help you keep on track for success.

It is important that your career transition specialist always knows how to get in touch with you. By staying in touch with Job Corps after you graduate, you can make your transition to your new career easier.



<http://philadelphiaregion.jobcorps.gov>  
<http://jobcorps.doleta.gov>



# JOB CORPS **CENTERS**



## **DELAWARE**

**Wilmington Job Corps Center**  
Wilmington, DE • (302) 575-1710

## **DISTRICT OF COLUMBIA**

**Potomac Job Corps Center**  
Washington, D.C. • (202) 574-5000

## **KENTUCKY**

**Carl D. Perkins Job Corps Center**  
Prestonsburg, KY • (606) 886-1037

**Earle C. Clements Job Corps Academy**  
Morganfield, KY • (270) 389-2419

**Frenchburg Job Corps Center**  
Mariba, KY • (606) 768-2111

**Great Onyx Job Corps Center**  
Mammoth Cave, KY • (270) 286-4514

**Muhlenberg Career Development Center**  
Greenville, KY • (270) 338-5460

**Pine Knot Job Corps Center**  
Pine Knot, KY • (606) 354-2176

**Whitney M. Young Job Corps Center**  
Simpsonville, KY • (502) 722-8862

## **MARYLAND**

**Woodland Job Corps Career Development Center**  
Laurel, MD • (301) 725-7900

**Woodstock Job Corps Career Development Center**  
Woodstock, MD • (410) 461-1100

## **PENNSYLVANIA**

**Keystone Job Corps Center**  
Drums, PA • (570) 788-1164

**Philadelphia Job Corps Center**  
Philadelphia, PA • (215) 471-9693

**Pittsburgh Job Corps Center**  
Pittsburgh, PA • (412) 441-8700

**Red Rock Job Corps Center**  
Lopez, PA • (570) 477-2221

## **VIRGINIA**

**Blue Ridge Job Corps Center**  
Marion, VA • (276) 783-7221

**Flatwoods Job Corps Center**  
Coeburn, VA • (276) 395-3384

**Old Dominion Job Corps Center**  
Monroe, VA • (434) 929-4081

## **WEST VIRGINIA**

**Charleston Job Corps Center**  
Charleston, WV • (304) 925-3200

**Harpers Ferry Job Corps Center**  
Harpers Ferry, WV • (304) 728-5708

NOTES





**Success lasts a lifetime.**

**(800) 733-JOBS**  
**Your future is waiting.**

**If you are interested in joining Job Corps, please  
contact an admissions counselor in your state:**

Delaware	(800) 242-0347
Kentucky	(866) 562-2677
Maryland	(800) 440-1010
Pennsylvania	(800) 762-7288
Virginia	(800) 889-9335
Washington, DC	(888) 622-2536
West Virginia	(866) 342-8879

**CALL JOB CORPS AT  
(800) 733-JOBS**

Job Corps is a federal government program for youth, administered by the U.S. Department of Labor/Employment and Training Administration.

Job Corps is a U.S. Department of Labor Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY telephone number (800) 733-JOBS.